

## **Meeting of the Writing Intensive Committee Meeting**

**November 14, 2017, 11 AM**

**Writing Center, HCC 430**

Present: Caitie Finlayson (Assistant, CAS), Emile Lester (Associate, CAS), Sushma Subramanian (Assistant, CAS), Laura Bylenok (Assistant, CAS), Emily Stanley (Assistant, CAS), Gwen Hale (Ex-Officio Member, Director of the Writing Center and Writing Program)

The meeting commenced with a report from Gwen Hale. She stressed that during 2017-2018 the Writing Center will place special emphasis on the assessment of the effect of writing intensive courses. In addition to an innovative effort to compare the quality of student essays for English 202 courses, Gwen Hale plans to attend several academic conferences to learn about cutting edge innovations in assessment.

On a related note, the Committee considered developing a portfolio system where students could their most exemplary writing assignments. The two major challenges to a well-functioning system are establishing guidelines for uploading, and incentives for faculty to encourage their students to participate.

The Committee commended Sushma Subramanian for her streamlined revision of the WI application form, and offered constructive critiques for editing the revision. Caitie Finlayson will revise the application form for the next meeting by including space for additional assignments, and creating categories based on assignment types and their corresponding page numbers.

The Committee discussed ways to encourage more varied offering WI courses at the 100 and 200 levels. Such courses are especially valuable because the more students practice and receive instructions in their initial courses, the better they will be to handle more extended writing assignments in upper level courses. Committee members agreed to talk to and encourage members of their respective departments to consider such courses. Caitie Finlayson volunteered to send an all-faculty e-mail that will encourage faculty to create additional 100 and 200 level WI courses in various disciplines. The Committee also agreed that the streamlined application process will encourage more applications.

### *Action Items*

The Committee approved instructor-specific (Daniel Hirschberg) WI designation for RELG 298: Ethics of Religion and Violence.

The Committee approved WI designation for HIST 300B1: The Homefront: The United States During World War II for instructor (Claudine Ferrell).

The Committee decided to request that Jessica Zeitz revise and resubmit her request for WI designation for CPSC 491. The revised submission should clarify whether the three writing assignments are, in fact, discrete and thus compliant with WI requirements.

The Committee agreed to hold its next meeting in January 2017.

The meeting adjourned at 11:35.

Respectfully submitted,  
Emile Lester  
November 15, 2017